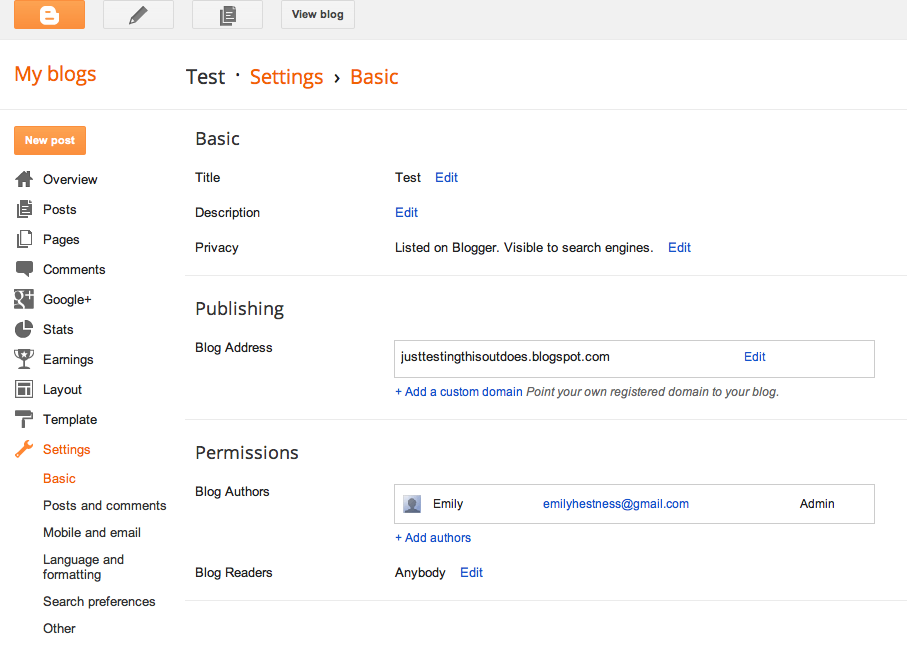
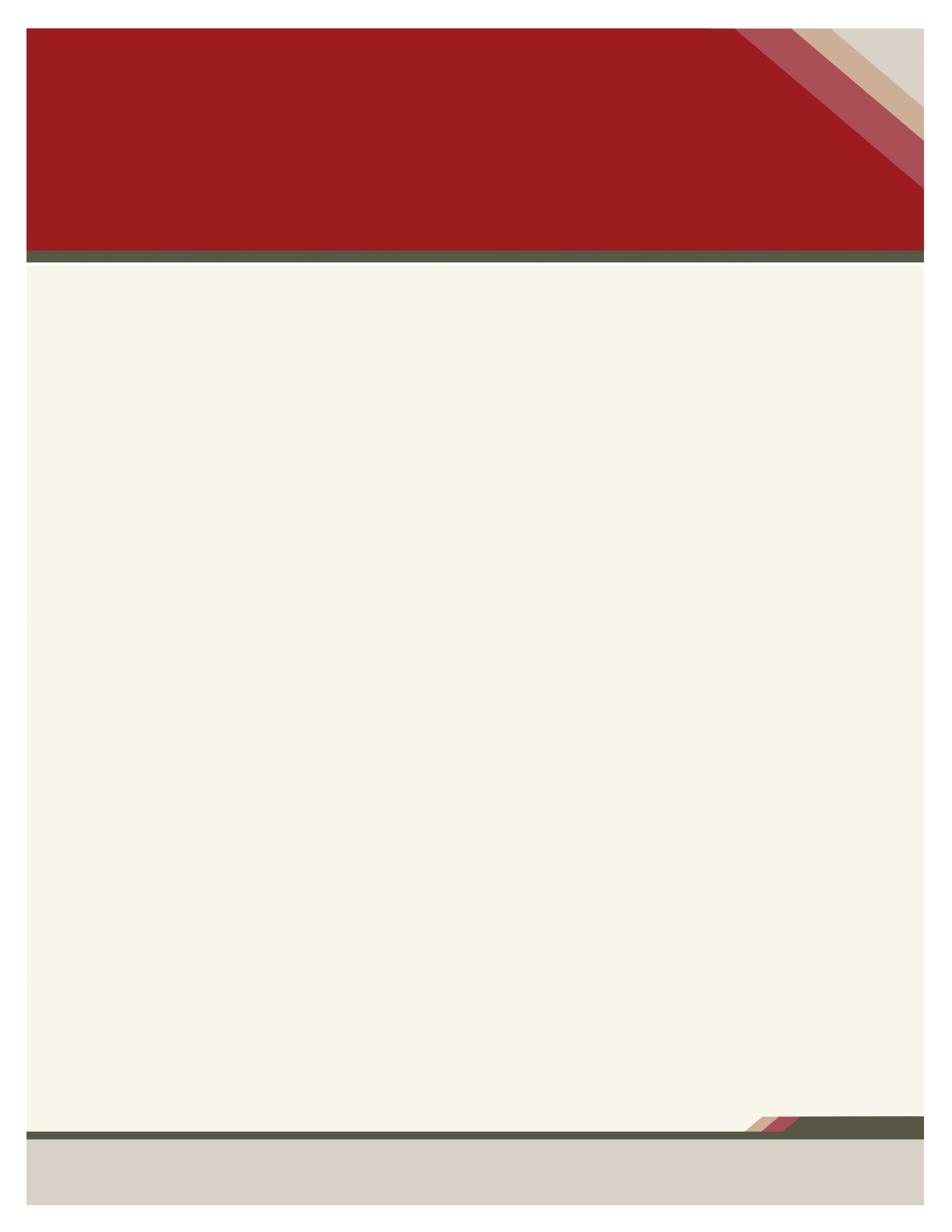
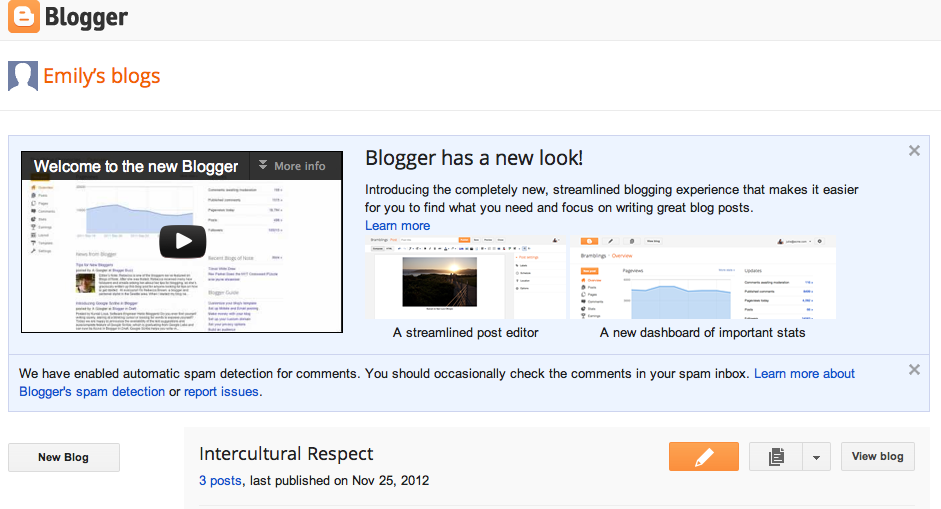
How TO: Set up an intercultural conversations blogspot space for school staff

Enter Contact Information Here | 1127 Lombard Blvd. San Francisco, CA 59802 | phone 555.555.5555 | fax 555.555.5555

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Once the blog is created, make it private. Click on Settings. Under Permissions, go to Blog Readers. Click *Edit* and select *Only Blog Authors*. Be sure to click *Save changes*.

STEP 4

STEP 3

Choose a domain name and design template for the blog.

STEP 2

Click on *New Blog* title it *Intercultural Respect*.

During the busy school days and professional development days, it can be hard for teachers to find time to engage in conversations with each other. This may be especially true when it comes to finding time to talk in depth about potentially sensitive issues – such as intercultural respect - influencing teaching and learning at their school. Setting up a protected Blogspot space is a promising approach for encouraging teachers to ask questions and share their expertise in a safe space that flexibly accommodates their busy schedules.

A safe space for discussion

STEP 1

Use your Google account to log in to [Blogger](http://www.blogger.com/home).

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*LBSC642 Fall 2012*

http://lbsc642.ahnjune.com/

**Difficulty:**

Easy

**Time:**

15 minutes

**Who:**

Administrator or lead teacher sets up the blog; all teachers contribute to the blog

**Materials:**

Computer with Internet access; list of email addresses for all teachers at your school

Add all staff as authors. Click on *Settings*. Under *Permissions*, go to blog authors. Insert the email addresses of all staff.

STEP 5

STEP 6

Before teachers begin using the blog, discuss as a staff your expectations for how it will be used as a tool for conversation. Suggested community guidelines include:

* ***Be respectful.****This is pretty self-explanatory.  Everyone is a valued member of the group, here to teach and learn and explore ideas, so please be polite and professional, even in disagreements.*
* ***Use aliases.*** *Many of the scenarios shared here will involve students and co-workers, so please respect everyone's privacy and use aliases instead of real names.*
* ***Be confidential.*** *By posting questions and experiences, we are all trusting in each other not to use the information posted against us in any way.  Intercultural interactions can be thorny sometimes, but as this is a safe space, please do not share posted material without express permission from the poster or unless a serious abuse has occurred.*

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